

GRANT REIMBURSEMENT REQUEST SUMMARY

Contract # _____

Organization: _____

Request Number: 1____ 2____

Instructions: All of the **Grant Time and Expense Sheets** should be summarized on this form. The totals of expenditures and donations are shown here. This completed, signed form, along with the individual **Grant Time and Expense Sheets**, must be submitted at the time the request for reimbursement is made.

Grant Time and Expense Sheet No.	Name on Top of Grant Time and Expense Sheet	Cash Expenditure Amount	Donation Amount

Total CASH Expenditures

\$ _____

Total DONATIONS

\$ _____

Equals GRAND TOTAL

\$ _____

I hereby certify that the expenses, donations, and activities accounted for in this reimbursement are legitimate and correct.

Signature, Grantee Representative

Date